

BOND PROJECT BUILDING COMMITTEE MEETING

THURSDAY, JANUARY 22, 2009

COLT SCHOOL LIBRARY

Minutes

Present

Committee: William Estrella, Chair, John Bento, Paul Brule, Karen Lynch, Marjorie McBride, John Saviano and Paul Silva

Bill Estrella called the meeting to order at 6:12 PM. His intention is have one more meeting after this one; the existence of this Committee ends when the bond is closed out.

Review of Punch List and Closeout Documents

MOTION: Marjorie McBride motioned to accept the punch list and moved not to exceed \$188,123 for the cost of work that is incomplete and defective as of the signing, and to accept the Certificate of Substantial Completion document G704-2000 issued by Luis Torrado on October 22, 2008. John Saviano seconded. The Certificate of Substantial Completion indicates occupancy occurred on August 27, 2008, warrantee commencement started on October 22, 2008, and the

punch list is to be completed by December 31, 2008. The motion to accept passed by a vote of 7 to 0.

Subcommittee's Recommendation on HVAC Issues

The Colt Andrews Construction Subcommittee has recommended to the full Committee that we install the proposed HVAC system in the library on the third floor of Colt with the cost to be covered by bond monies. The curtain/divider for the gymnasium is also recommended.

MOTION: Karen Lynch motioned to authorize administration to go out to bid for a curtain/divider for the gymnasium and to appoint a curtain committee of Marjorie McBride, Paul Brule and Paul Silva, and authorize Paul Silva to sign a contract to expend the funds. Marjorie McBride seconded. The motion passed unanimously.

MOTION: Karen Lynch motioned to authorize administration to go out to bid for the proposed HVAC system for the Colt Library, authorize Paul Silva to sign a contract to expend the funds, and to engage an engineer. Marjorie McBride seconded. The motion passed by a vote of 7 to 0.

Architect's Invoice #10

MOTION: Marjorie McBride motion to pay Luis Torrado's invoice #10 in the amount of \$13, 126.10. Paul Silva seconded. The motion

passed unanimously.

Bill Estrella directed the clerk to notify Mr. Torrado that the vote was unanimous to pay his bill.

Contractor's Request for Payment #14

The Committee reviewed the path of Change Order #10.

MOTION: Paul Brule motioned to reauthorize Change Order #10 in a different dollar amount of \$89,612, which includes:

COR #115R Revised Electric Feed to Andrew AHU-1 and AHU-2 1,040

COR #121 Additional Plaster Repairs 11,850

COR #124 Added Drywall Soffits to Colt School 11,189

COR #129 Shelves in Colt Storage Room C203 341

COR #135R2 Relocate CCTV from Basement at Andrews School 2,852

COR #136 Re-grading, Sidewalk and Seeding at Andrews School 8,631

COR #137R3 Eight Weeks of Additional General Conditions Costs 50,937

COR #141R Interface for Town's Fire Alarm Radio Boxes 3,200

COR #148 Furnish/Install Additional Fire Alarm Horn/ Strobe Devices 1,488

COR #153 Frame, Drywall and Finish Kneewall at Andrews Rm A119 943

COR #156R Provide Power Wiring to Andrews Cafeteria Roll-up

Door 1,481

COR #157 Credit for Clock Restoration Scope of Work (5,000)

COR #158 Revise Power Wiring for Andrews Exhaust Fans 932

COR #159 Delete Painting of Areaway Grates and from New Exterior Handrails (920)

COR #160 Credit Allowance for Removal of Concrete Foundations (2,500)

COR #162R Power to Colt Media Center per Bulletin #130 3,148

Marjorie McBride seconded. The motion passed by a vote of 7 to 0. This payment is the Contractor's last except for the retainage.

A slight discrepancy in the "Original Contract Sum" was noticed between the CO #10 document and the Contractor's Payment Application #14 document amounting to \$60.

MOTION: John Saviano motioned to pay Contractor's Request for Payment #14 after proper audit. Marjorie McBride seconded. The motion passed unanimously. Bill Estrella will stop in the Superintendent's Office to sign the document once corrected.

Final Adjustments Reconciliation

Bill Estrella mentioned that Farrar should be officially notified of the fulfillment of his contract and thanked.

MOTION: Marjorie McBride motioned to authorize the clerk to write a

final letter of thanks to Farrar and Associates acknowledging the contract requirements are complete as of the payment of the last bill with a copy to administration. John Saviano seconded. The motion passed by a vote of 7 to 0.

Plan for Final Closeout with Responsibilities for Each Item

MOTION: Marjorie McBride motioned that the Bond Project Building Committee formally authorize and charge administration with the final closeout and responsibilities for each punch list item; this requires a monthly project status report to the Bond Project Building Committee. Paul Brule seconded. The motion passed unanimously.

The next meeting of the Bond Project Building Committee will be decided upon based on the monthly reports.

The agenda will include:

- 1) Certification by Administration that all closeout items are completed**
- 2) Authorization for payment of the curtain/ divider**
- 3) Authorization for expenditures for HVAC situation**
- 4) Authorization to release the retainage**

Review of Current Budget Status

The Bond Project money will not get over-expended.

Bill Estrella recommended that the Committee take a full look at

saying this project is done and take a look at how expenditures are made; he cautioned the Committee to not lose site of the fact that the high school project took over 20 years for the infrastructure; also, that the reserve in Capital Projects and the General Fund could evaporate.

ACTION: Bill Estrella authorized Paul Silva to request from Jane Correia a brief, final accounting of project funds.

Karen Lynch asked for confirmation that when Phase I of the Facilities Plan is closed out, the Bond Project Building Committee's authority is over; confirmed.

Adjournement

MOTION: At 7:25 PM Paul Brule motioned to adjourn; Marjorie McBride seconded. The motion passed unanimously.

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